

2016 RPLS LATE Renewal Notice

TEXAS BOARD OF PROFESSIONAL LAND SURVEYING
 12100 Park 35 Circle, Building A, Suite 156, MC-230
 Austin, TX 78753
www.txls.texas.gov
 Phone: (512) 239-5263 Fax: (512) 239-5253

To renew a firm registration, please use the Firm Registration Renewal Form.

DO NOT COMBINE A FIRM RENEWAL FEE AND A SURVEYOR LICENSE RENEWAL FEE ON ONE CHECK.

1. Your payment was not received in our office before December 31, 2015. **Your license is expired and you are prohibited from engaging in activities that require a certificate or license.** Practicing with an expired certificate or license is a violation of Board Rules and may result in a penalty not to exceed \$1,500 per violation.
2. **How to pay:**
 - a. RPLS/LSLS license holders must remit payment by **mail**.
 - b. Complete the 2016 Late Renewal Notice Form, enclose your check or money order drawn on a U.S. financial institution and mail to the above address. This form must be signed by RPLS.
 - c. RPLS **must** initial statement and sign this form.
 - d. ****Certificate of Late Renewals****
 This form must accompany renewal payment. The form can be found on the Board's website, www.txls.texas.gov. Also, proof of continuing education must be included with renewal.
3. **Change of Address:**
 - a. Renewal notice forms are mailed to the preferred address noted in the records of the Board. If your mailing address has changed, please attach a written **Change of Information Notice Form** to this renewal form and return to the Board office for processing. A change of address form can be found on the Board's web site: www.txls.texas.gov.

Have you been convicted of any crime, other than a minor traffic violation, that you have not reported to the Board?
 _____ Yes _____ No Date of convictions(s) _____.

Board Rule 663.14 requires registrants to provide a summary of convictions in sufficient detail to allow the Board to determine if it is applicable to the practice of professional land surveying or application for registration. If additional space is needed you may attach a page.

All information in the box must be completed.

Name: _____
Address: _____
City and State: _____
Telephone: _____
E-mail: _____
License Number: _____
Amount Paid: _____ Date Submitted: _____

All information in the box must be completed.

This does not constitute a Change of Information Notice. Please read Item number 3 to the left.

Renewals AFTER Expiration of License Paid January 2016 through March 2016

*RPLS Active	266.00
RPLS Inactive	59.00
*RPLS Active /LSLS	321.50
RPLS Inactive /LSLS (inactive)	117.50
LSLS Only	58.50

Renewals AFTER Expiration of License Paid April 2016 through December 2016

*RPLS	353.00
RPLS Inactive	78.00
*RPLS Active /LSLS	427.00
RPLS Inactive/LSLS	155.00
LSLS Only	77.00

DO NOT SEND CASH OF FOREIGN MONEY

****This section must be completed.****

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I hereby affirm that I will place the interest (MUST INITIAL) of the public above all others in my practice of Professional Land Surveying and I will adhere to the Texas Professional Land Surveying Practices Act and General Rules of Procedure and Practices adopted by the Board.

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****This section must be completed.****

I certify that I have read the information on this form and I am familiar with the Professional Land Surveying Practices Act and Board Rules.

RPLS Signature

Date